

mid-atlantic archivist

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THE AFRO-AMERICAN HERITAGE IN RECORDS
CHARLOTTESVILLE MEETING
OCTOBER 30 - NOVEMBER 1

What does an archivist do? We have all heard this question -- we regularly discuss possible answers and define component parts. One element on which we all agree, however, is that we are the keepers of records. The MARAC Fall 1986 meeting program addresses specifically the record and its users, and focuses especially on particular records that reflect Afro-American history and life.

This is a departure from recent conferences that have emphasized the individual archivist and the profession. Accent will be placed on the types of records that contain information about Afro-Americans, and the sessions will focus on scholars, archivists, and genealogists who use the records. Archives and manuscript repositories in the mid-Atlantic region contain many records that describe the Afro-American experience; this is especially true of Virginia, which has the longest continuous presence of Africans. The keynote speaker will discuss black history and black historians with special emphasis on the involvement with archival sources.

In addition to sessions revolving around the central theme, there will be sessions about other issues that involve archivists. In keeping with a contemporary conference trend, pre-conference workshops will explore basic considerations concerning accessioning procedures, oral history, genealogy, and microcomputers.

The Program and Local Arrangements Committees acknowledge the support and involvement of the staff and fellows of the Carter G. Woodson Institute for Afro-American and African Affairs at the University of Virginia.

Registration, correspondence and inquiries concerning the MARAC Fall meeting should be directed to: Fall 1986 Local Arrangements Committee, Department of Manuscripts and University Archives, University of Virginia Library, Charlottesville, VA 22903. The hotel for the conference is the Omni International, 235 West Main Street, Charlottesville, VA 22901; telephone (804) 971-5500. The toll-free number for reservations is (800) 843-6664.

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NEWS NOTES

MIDWEST ARCHIVES CONFERENCE RESOLUTION

At its May 2, 1986 meeting in Chicago, The Midwest Archives Conference approved a resolution to oppose the nomination of John Agresto for Archivist of the United States.

In addition to MARAC, SAA, and MAC, the Agresto nomination is opposed by the Organization of American Historians (OAH), The American Association for State and Local History (AASLH), the American Historical Association (AHA), the American Studies Association, the National Council on Public History, the Society for History in the Federal Government, and the Federation of Genealogical Societies.

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NATIONAL ARCHIVES ACCESS RULES MODIFIED

The Legislative Archives Division of NARA will modify rules on access to records of the US Senate Committee on Foreign Relations. The Committee Chair Senator Richard G. Lugar has opened to the public all of the Committee's records from the legislative files, treaty files, executive communications, and petitions and memorials. Only those materials containing classified national security information or personal privacy data will remain restricted. Normally, records are closed for twenty years after their creation. NARA has Committee records dating from the early 19th century through the early 1980s.

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PROBE OF MISSING LOCKHEED F-19 DATA

Defense Secretary Caspar W. Weinberger ordered a top-level Pentagon investigation into allegations that hundreds of secret and top-secret documents are missing from a Lockheed plant in California and that audits have been falsified to conceal the loss.

The allegations came to light in letters sent to Weinberger and Lockheed Corporation Chairman Lawrence Kitchen by Rep. John D. Dingell (D-Mich.), chairman of the House Energy and Commerce Committee and of its subcommittee on oversight and investigations.

Dingell, writing to Kitchen, said that a Pentagon audit "found hundreds of secret and top-secret documents, tapes, films, photographs and other materials that were missing or unaccounted for" in a major classified program at what he called the "California division of Lockheed Aircraft."

The documents reportedly are tied to Lockheed's highly secretive F-19 fighter program. "Lockheed has clearly lost control of their secret and top-secret information of this sensitive program and possibly others," Dingell wrote.

The report on Lockheed follows the discovery last year that classified documents were missing from General Dynamics' Convair Division in San Diego. That unit's Pentagon clearance was temporarily suspended while upgraded security procedures were put into effect.

In his letter to Weinberger, Dingell said his panel has "seen evidence that official documents are being forged in an effort to 'find' the missing documents and other material."

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BISHOPS CHALLENGE PAPERS SUBPOENA

Abortion-rights activists had no right to begin the lawsuit in which they are seeking internal documents from two bishops' groups, attorneys for the United States Catholic Conference and the National Conference of Catholic Bishops argued before an appellate court panel in Manhattan.

The bishops' groups, each comprising all Roman Catholic bishops in the country, made the argument in their appeal of a May 8 contempt of court citation imposed by US District Court Judge Robert L. Carter. The citation, which carries \$100,000-a-day fines, came as a result of the groups' refusal to turn over documents on church political activity sought by Abortion Rights Mobilization and a coalition of abortion-rights groups and individual clergy.

The abortion-rights groups subpoenaed the documents for their 1980 case against the Internal Revenue Service in which they sought to have the church's tax-exempt status suspended because of alleged partisan politicking, a practice proscribed under federal tax codes covering the church's tax exemption.

Mainstream religious groups -- including the National Council of Churches, The American Baptist Church, the Presbyterian Church, the Mormons, and the Lutheran Church-Missouri Synod -- filed a friend-of-the-court brief in support of the bishops' appeal, fearing a threat to religious liberty.

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MUSEUM ARCHIVES ROUNDTABLE

The Council of the Society of American Archivists recently approved the establishment of a Museum Archives Roundtable. Persons interested in the roundtable, and/or in receiving a proposed round-table newsletter should write to Alan L. Bain, Smithsonian Archives, A&I 2135, Washington, DC 20560. Archivists or other museum staff need not be members of SAA.

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MELLON-BENTLEY FELLOWSHIPS

The Bentley Historical Library announces the availability of fellowships for summer, 1987, through its Research Fellowship Program for the study of Modern Archives. With funds received from the Andrew W. Mellon Foundation and the National Endowment for the Humanities, the library offers fellowships for research on problems associated with the administration, use, and preservation of modern records. Professional archivists, historians, and other scholars at any stage of their professional career are eligible for fellowships. For application forms and further information contact Francis X. Blouin or William K. Wallach, Bentley Historical Library, University of Michigan, 1150 Beal Avenue, Ann Arbor, MI 48109-2113.

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NHPRC GRANTS ANNOUNCED

Following is a list of NHPRC records program grants awarded to institutions in the mid-Atlantic region in June 1986:

Virginia State Library, Richmond, VA: funds to support travel and meetings of the Virginia State Historical Records Advisory Board. This activity will permit the board to promote stronger records programs in Virginia.

National Congress of American Indians (NCAI), Washington, DC: support to convene a national conference to promote interest in and awareness of Native American records programs. The conference will be held in conjunction with the annual meeting of the NCAI, the country's largest organization of Native Americans.

City of Charleston, West Virginia: funds to establish a municipal archival and records management program. Charleston is West Virginia's capital and is three years away from celebrating its bicentennial.

Archives of the American Society for Microbiology, Cantonsville, Maryland: support to continue development of a records program for the Society. The project will provide access to 600 linear feet of historical records and implement a records management system for the Society's current records.

Worcester County Library, Snow Hill, Maryland: support to arrange and describe the William D. Pitts surveyors collection. The collection contains extensive land records for this Eastern Shore county from 1748 through 1980.

MacArthur Memorial and City of Norfolk, Virginia: funds to begin preservation microfilming of the papers of General Douglas MacArthur in the holdings of the Memorial. The materials emphasize MacArthur's military career during and after World War II.

Museum and Archives of the History of Columbia, Maryland: funds for a consultant to plan for the future of the archives of Columbia, a planned city founded in 1960.

Buffalo Society of Natural Sciences, Buffalo, New York: support for consultation on developing an archival and records management program for the Museum and providing access to its photographic collections.

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ARCHIVISTS' CALENDAR

"Preservation Photocopying in Archives and Libraries" is the theme of the second annual National Archives Preservation Conference. Topics will include Book Copiers: Past, Present, and Future; Preservation Decision Making and Archival Photocopying; and Evaluation of Electrostatic Copiers and Toners for Permanent Records.

The conference will be held on December 9, 1986 at the National Archives Building Theatre (5th floor) 9:30 am - 5 pm, followed by a reception. The registration fee is \$30. For further information, contact Alan Calmes, Preservation Officer (NSZ), National Archives, Washington, DC 20408; telephone (202) 523-1546.

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The deadline for NEH grants for Access Projects is November 1, 1986 for projects beginning July 1, 1987 or later. The program supports a range of activities that will make available resources for advanced research in the humanities. Applicants are encouraged to contact the program at Access Projects, Reference Materials Program Division of Research Programs, NEH, Washington, DC 20506; (202) 786-0358 before submission.

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"Performing Arts Archives: The Basics and Beyond" a one-day seminar sponsored by the Graduate Studies Program, Department of Theatre and Dance, City College of the City University of New York and the Archivists Round Table of Metropolitan New York, assisted by Dance Theater Workshop, will be held November 8, 1986 at City College. The workshop will focus on procedures for establishing and operating a performing arts archive as well as preservation and storage of archival materials. For more information, contact Leslie Hansen Kopp, 752 West End Avenue 17K, New York, NY 10025; (212) 222-3186.

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The Oral History Association will hold its annual meeting October 15-18, 1987 in St. Paul, Minnesota. Papers, panel discussions, media presentations, and workshop sessions are solicited for this 21st annual meeting. Any subject relating to oral history is welcome. Prospective participants should send, along with their vitae, a two-page, typed prospectus containing a thesis of their contribution plus relevant bibliographical information by December 31, 1986 to Lila Johnson Goff, Minnesota Historical Society, 690 Cedar Street, St. Paul, MN 55101.

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MARAC STEERING COMMITTEE
BALTIMORE, MD
24 JULY 1986

Attending: Robert Morris, Tom Conners, Martha Slotten, Karen Stuart, Leslie Hansen Kopp, Ron Becker, Joan Gosnell, Cora Teel, Elaine Engst, Jodi Koste, Gregory Hunter, Mary Wolfskill, Bro. Denis Sennett, Karen Stuart.

Robert Morris called the meeting to order.

Previous Minutes: The minutes of the previous meeting were read and approved with corrections.

Chairperson's Report: Robert Morris announced that the Task Force on Committee Structure will meet immediately after the conclusion of the Steering Committee meeting. He also reported on the meeting that was held by representatives of MARAC with John Agresto, nominee for the position of Archivist of the United States. The representatives met first as a group, then with Mr. Agresto and privately again. The group then decided to oppose the nomination in the name of the membership.

Local Arrangements and Program Committee Reports: Jodi Koste reported on the local arrangements and program for the Fall 1986 meeting to be held in Charlottesville, VA. She encouraged members to mail their reservations early.

Karen Stuart reported on the local arrangements for the Spring 1987 meeting to be held in Baltimore, MD.

Martha Slotten reported that Charleston, WV was interested in hosting the Fall 1987 meeting and after much discussion it was moved by Jodi Koste to accept Charleston's proposal. The motion was passed.

Jodi Koste moved to hold the Spring 1988 meeting in Bethlehem, PA. The motion was passed.

Denis Sennett then moved that the Steering Committee authorize the Local Arrangements Committees to open bank accounts for our meetings. The motion was passed. The Steering Committee authorized Joan Echtencamp to open a bank account in order to conduct the financial transactions for the Fall 1986 meeting. Laurie Baty and Karen Stuart were authorized to open a bank account for the Spring 1987 meeting.

Treasurer's Report: Gregory Hunter distributed a report submitted by Karl Niederer and another from the MARAC Finance Committee from its meeting of July 11, 1986.

The Steering Committee discussed and passed the following resolutions proposed by the Finance Committee: 1) that the Steering Committee of MARAC authorize the opening of a checking account for each semi-annual meeting. 2) that the Finance Committee send to the Task Force on Committees the financial guidelines for committees and task forces. 3) that the Finance Committee send to the Task Force on Committees the financial guidelines for state caucuses. 4) that a resolution on accounting and a policy statement on reserve and surplus funds be adopted immediately.

Jodi Koste moved that until the total report presented by the Finance Committee is returned by the Task Force on Committees, the present report be accepted as temporary operating procedure. The resolution was passed.

Incorporation: Gregory Hunter reported that MARAC has not renewed its incorporation status. This situation will be corrected as soon as possible.

Publications: Leslie Kopp and Ron Becker presented a report on the cost of production of the newsletter. After discussion, it was decided to send the report to the Publications Committee for review and final action.

New Jersey Caucus: Denis Sennett read a report sent to him by Elsalyne Drucker which included a questionnaire and a directory of New Jersey Caucus members.

State Caucuses and Regional Groups: Tom Conners asked for and received a clarification of the roles of the state caucuses and regional groups concerning their representation and financial status within MARAC.

Publications Exchange: The Publications Committee was directed to develop MARAC's policy regarding the exchange of regional newsletters.

Resolution of Thanks: The Steering Committee passed a resolution to thank Karen Stuart and her staff at the Maryland Historical Society for hosting the meeting.

Next Meeting: October 30, 1986, Omni International, Charlottesville, VA, 7 pm.

Respectfully submitted
Brother Denis Sennett, S.A., Secretary

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TREASURER'S REPORT

FOURTH QUARTER 1985/86 REPORT

TOTAL CASH ON HAND, March 1, 1986 \$ 14,741.18

CASH ON HAND, checking account, March 1, 1986 \$ 6,795.88

	Fourth Quarter 3/1/86-5/31/86	Year To Date 6/1/85-5/31/86	% of Budget
<u>Income</u>			
Membership dues	\$ 316.00	\$ 8,520.00	118%
Publication sales	26.75	264.00	53%
maa advertising		45.00	6%
Bank interest	66.97	194.10	176%
Donations		10.00	--
Spring '85 Conference		5,403.91	1081%
Fall '85 Conference		5,037.35	1007%
	\$ 409.72	\$ 19,747.36	183%
<u>Expenses</u>			
Steering Committee		1,195.33	114%
Secretary	25.83	170.36	170%
Nominating Committee	590.51	647.01	100%
Publications Committee	356.38	356.38	--
Newsletter	1,256.77	5,266.43	121%
Technical Leaflets		355.50	178%
Membership Directory		72.40	--
State caucuses		367.21	46%
Membership renewal		513.78	103%
Mailing list maintenance		95.79	48%
Bank charges	15.00	80.00	160%
Mission & Structure Task Force		353.62	--
Fall '85 Conference		397.87	--
Spring '86 Local Arrangements Committee		514.90	--
National Coordinating Comm. for the Promotion of History		200.00	133%
"Selecting an Archivist" brochure		375.00	--
Post Office permit		50.00	100%
Transfer to money fund account	4,000.00	9,000.00	--
	\$ 6,244.49	\$ 20,011.58	228%

CASH ON HAND, checking account, May 31, 1986 \$ 961.11

CASH ON HAND, money fund account, March 1, 1986 \$ 7,945.30

<u>Income</u>			
Interest	\$ 172.65	\$ 409.53	95%
Transfer from checking account	4,000.00	9,000.00	--
<u>Expenses</u>			
Bank Charges (foreign currency exchange)	7.47	7.47	--

CASH ON HAND, money fund account, May 31, 1986 \$ 12,110.48

TOTAL CASH ON HAND, May 31, 1986 \$ 13,071.59

Note 1: Of the Total Cash On Hand, \$1,500 is held in reserve to fund future Finding Aid and Pennsylvania Abolition Society awards. Deducting this amount leaves a balance of \$11,571.59. This amount represents MARAC's reserve fund (which is mandated to equal one year's budget) as of the end of the fiscal year.

Note 2: If the \$9,000 transferred from the checking account to the money fund account is omitted from the Expenses, MARAC's actual expenses for the fiscal year amount to \$11,011.58 or 125% of the amount budgeted.

Respectfully submitted,
Robert Sink, Treasurer

STATE AND LOCAL NEWS

DISTRICT OF COLUMBIA

A theatrical project at the National Archives has put a new twist on that old saw about a show with a cast of thousands. In this project it is the writing crew that numbers in the millions.

The writers are the American citizens who have sent letters over the years to Federal agencies and the Federal officials who sent back answers. The letters, gathered from the files at the National Archives, are being stitched together in narratives that form the basis of plays to be performed at the Archives, giving life to history.

One of the plays, "Dear Uncle Sam", was shown in August 1986. Other plays will be developed in the fall. Jane Lange, who originated the idea of dramatizing the letters, approached the project from her perspective of being both an archivist and an actor. The play that resulted was written by Paul Lavrakas from the letters and directed by Dierdre Lavrakas; the production was mounted by an acting company called the Paradise Island Express.

MARYLAND

Information on location, scope, and availability of Maryland church records, copies of records, and indices, is being sought by the Maryland Church Records Committee of the Genealogical Council of Maryland. Over 2,300 church record survey forms containing such information have been completed. Copies of the forms have been placed in binders at the Maryland Historical Society Library for use by researchers. The plan is to compile a guide or directory to Maryland church records, for eventual publication.

Archivists may assist by reporting holdings in their custody or by notifying the committee so that a volunteer can be dispatched to examine records. Please contact Edna Kanely, Chairman of the Maryland Church Records Project, 3210 Chesterfield Avenue, Baltimore, MD 21213.

NEW YORK

The National Association of Counties has announced that the Albany County Hall of Records has been selected as a 1986 Achievement Award Winner. The Hall of Records has been commended for ingenuity and creativity in establishing a useful program for county governments.

Columbia University Teachers College has received a grant from the NEH to support archival processing of the records of Bank Street College of Education, a leading institution in the progressive education movement.

A New York State law is allowing some municipal officials -- already earning public salaries -- to pocket public fees for copies of records such as birth and death certificates.

The situation has piqued the curiosity of the Nassau County District Attorney's Office, which is concerned about officials already earning public salaries being able to augment their income by performing other public duties, and about the apparent lack of records keeping track of what are frequently cash transactions.

The situation exists because persons serving in other public capacities are frequently given the additional title of registrar, which allows them to issue the documents. And, under opinions by the state attorney general in the 1930s and the state comptroller, even officeholders such as town clerks, whom the public might expect to make the copies as part of their official duties, may keep the fees if the registrar's post is unsalaried.

The look at the law was prompted by a situation in Hempstead Village, where the village-paid, \$43,000-a-year, controller also holds the title of registrar. That official splits the fees -- estimated at thousands of dollars by the district attorney -- with a village clerk-typist who also serves as deputy registrar. Whenever the deputy registrar collected more than \$100 in checks, she would go the the village cashier and cash them in.

The law allows for a registrar who is not paid to keep the fee. The only persons barred from the position are funeral directors.

"Trinity and the Newcomer: Three Centuries of Outreach" opened at Trinity Museum on June 6th. The story of immigration from the late 17th century to the present, is depicted in original documents, photographs, drawings, and yearbooks. For further information, please contact Trinity Museum, Room 408, 74 Trinity Place, New York, NY 10006; telephone (212) 602-0773.

PENNSYLVANIA

A consortium of repositories has been cooperating to appraise the 300,000 cubic feet of records of the Pennsylvania Railroad and its successor companies, Penn Central and Conrail. The cooperating institutions are the Pennsylvania State Archives, the New York State Archives, the Ohio Historical Society, the New York Public Library, Baker Library of Harvard University, Pattee Library of the Pennsylvania State University, the Urban Archives of Temple University, and Hagley Museum and Library.

Under direction of a seven-member steering committee, an appraisal archivist team led by Chris Baer has surveyed the records, with a goal of reducing them to 8,000 - 10,000 cubic feet of historically valuable records. This initial appraisal phase ended in August. The team will also recommend appropriate distribution of the material. The Pennsylvania State Archives has so far received approximately two-thirds of the projected 3,400 cubic feet that will eventually come to Harrisburg.

One of the first modern corporations, the Pennsylvania Railroad acted on and influenced a sphere far beyond the boundaries of a single political entity. It is hoped that this NHPRC-sponsored project will serve as a model for future treatment of records of such large-scale corporations.

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At the Chester County Historical Society's photo archives, 60,000 photographs are currently being catalogued and preserved with a grant from the J.N. Pew, Jr., Charitable Trust.

The collection includes examples of virtually every photographic format, including the daguerreotype, which is a photograph on a light-sensitive silver-coated metallic plate. The daguerreotype is one of the earliest photographic techniques; the archives has an example dating back to 1846, only seven years after the invention of this process.

This portrait of Eliza Cheney was taken in 1847 by George Pyle. For more information about the photograph project write to the Chester County Historical Society, 225 North High Street, West Chester, PA; telephone (215) 692-4800.

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The Pennsylvania Academy of Fine Arts has prepared a brochure describing the collections and services available. Copies can be obtained from Cheryl Leibold, Archives, Pennsylvania Academy of the Fine Arts, Broad and Cherry Streets, Philadelphia, PA 19102.

The Academy Archives recently acquired an important collection of papers and memorabilia of Thomas Eakins. Inaccessible for over forty years, this collection includes over 350 letters and documents, and over 900 photographs and negatives relating to Eakins, and more than 300 items relating to his wife, Susan Macdowell Eakins. A guide to the manuscript material is planned for 1988. Until then, access by outside scholars will be restricted.

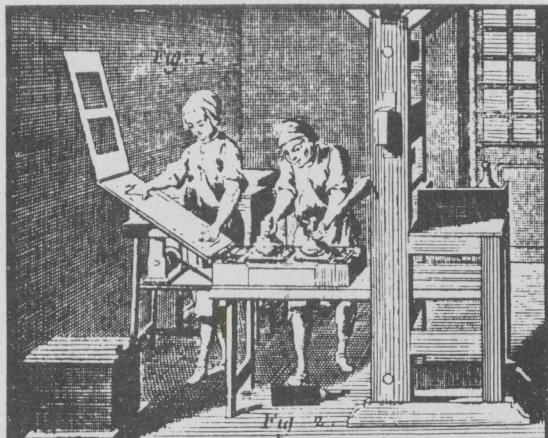
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VIRGINIA

The University of Virginia Medical Center announced its "History of the Health Sciences" Lecture Series to be held November 20, 1986 and February 12 and April 9, 1987. For further information, please contact Joan Echtencamp, Historical Collections Librarian, Claude Moore Health Sciences Library, University of Virginia Medical Center, Charlottesville, VA; telephone (804) 924-0052.

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PRESERVATION NEWS

The Mid-Atlantic States Cooperative Preservation Service (MASCPS) has been awarded a grant of \$584,000 from the Exxon Foundation to establish a regional center for the preservation of the content of endangered research and archival materials. The grant will provide funding over a 4-year period for capital equipment, facilities, and staffing for a microfilming center to be located in the vicinity of Princeton University.

The services of the microfilming center, which is expected to be operational by early 1987, will be available on a fee-for-service basis to libraries, museums, and archives of all sizes and from all geographic areas.

The Mid-Atlantic States Cooperative Preservation Service was established in November 1985 by major public and private research libraries in the mid-Atlantic region to address the severe problems posed by deteriorating research materials in their collections. The Directors of the libraries of Columbia, Cornell, Delaware, Maryland, Princeton, and Syracuse Universities; New York Public Library; New York State Library, and the State Library of Pennsylvania currently serve on the corporation's Board of Directors.

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The Council on Library Resources (CLR), an agency that has provided major funding for preservation activities during the past 30 years, has established a Commission on Preservation and Access, created on the recommendation of a CLR Committee, appointed in 1984 to study the problem of deteriorating books. This committee ended its 18-month study with the report Brittle Books [see "Current Reading," below]. Funding for a 3-year period will be available through a combination of university and foundation support.

While the Commission will serve primarily as an agent for libraries engaged in preservation work and the bodies providing financial and intellectual support, it is essential that close ties be maintained with all interested parties. Thus, a National Advisory Council on Preservation has been established with representatives designated by library, archival, and scholarly organizations interested in preservation. The Advisory Council will meet at least once a year to hear a report on the Commission's work and to represent the views and priorities of organizations.

The Commission's objectives include (1) establishing the general conditions, policies, and procedures governing preservation work for the guidance of libraries, publishers, and other agencies interested in participating in the brittle book program; and (2) developing and promoting a funding plan to give continuity and cohesion to the effort. [Abridged from an article in CLR Recent Developments, July 1986]

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Evelyn Frangakis has accepted the position of Field Services Officer at the Conservation Center for Art and Historic Artifacts (CCAHA), in Philadelphia. She will work with the Conservation Center staff to coordinate and conduct conservation surveys. Evelyn has worked in preservation at Rutgers University and Franklin and Marshall College.

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The American Institute for Conservation of Historic and Artistic Works (AIC) is the professional association of American conservators. It has an active Book and Paper Group and a Photographic Materials Group. AIC welcomes Associate Members, those who are not practicing conservators but who are concerned with the preservation of our cultural heritage. Membership as an Associate is \$45, which includes subscriptions to their Journal (with many articles directly related to problems in the archives) and the AIC Newsletter, not to mention excellent annual meetings. Membership in the Book and Paper Group is an additional \$10, but includes their splendid Annual, and their paper conservation updates. The Photographic Materials Group membership is also \$10, which includes a subscription to their Annual, with the papers from their winter meetings. Institutional membership in AIC is \$80. MARAC members who are involved with conservation/preservation problems on a fairly regular basis will find membership worthwhile. AIC headquarters are in Klingle Mansion, 3545 Williamsburg Lane, NW, Washington, DC 20008.

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CURRENT READING

Boyd, Jane and Don Etherington. Preparation of Archival Copies of Theses and Dissertations. Chicago, American Library Association, 1986. 15pp. \$3.95.

This clearly written guide was developed by the Physical Quality of Library Materials Committee, Preservation of Library Materials Section, ALA, and it covers every aspect of dissertation preparation to meet the needs of archival preservation. The sections on illustrations and photographs will be especially helpful to authors and the guidelines have been approved by the Research Library Group Art Libraries Committee.

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Burdick, Amrita J. "Library Photocopying: The Margin of Caring," The New Library Scene, (June 1986), 17-81.

A brief article on the proper ways to photocopy materials from bound volumes.

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Council on Library Resources. Committee on Preservation and Access. Brittle Books. Washington, DC, 1986. 31pp.

This report focuses on the problem of brittle books and the need to solve the problem cooperatively on a national basis. The goal suggested by the committee is a national resource collection. The committee believes that by focusing on the brittle book problem, we have the opportunity to "foster constructive collaboration among universities and ... ultimately test the promise of technology as a means for storage and expediting equitable access to information."

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Preservation of Historical Records. Washington, DC: National Academy Press, 1986. 107pp. \$17.95.

The report of the Committee on Preservation of Historical Records, National Materials Advisory Board and the Commission on Engineering and Technical Systems, National Research Council, which were brought together to study the methods available for the preservation of the documents housed in the National Archives. Various methods for preserving paper records are examined and alternative actions for preserving the original documents or retaining more permanently the information contained in them are assessed. Environmental effects are discussed, and standards for potentially dangerous airborne contaminants in the archives storage areas are developed.

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Currie, Susan, et al. "Cornell University Libraries' Security Checklist," Library and Archival Security, 7:2 (Summer 1985), 3-13.

A comprehensive list of questions developed by the library's Conservation Security Subcommittee to be used in the evaluation of library security measures.

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Fox, Lisa L., "A Two Year Perspective on Library Preservation: An Annotated Bibliography," Library Resources and Technical Services, 30:3 (July/September 1986), 290-318.

An overview and bibliography of nearly every article published on preservation in the past two years. It is an excellent way to learn about preservation activity.

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Griffin, Marie P. "Preservation of Rare and Unique Materials at the Institute of Jazz Studies," Conservation Administration News, No. 25 (April 1986), 8-9.

This brief article describes the restoration, re-recording and preservation of the IJS sound recordings, the bibliographic control of the collection, and the preservation of the IJS clipping file.

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Gunn, Michael J. Manual of Document Microphotography. London and Boston: Focal Press, 1985. 232 pp.

A clearly written and illustrated manual covering the history of microphotography, different types of microforms, production, and their care and preservation. There is a glossary and a bibliography accompanying each chapter.

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Lynch, Clifford A. and Edwin B. Brownrigg. "Conservation, Preservation, and Digitization," College and Research Libraries, 47:4 (July 1986), 379-382.

This paper, originally presented at the Association of College and Research Libraries Conference in Baltimore last April, presents a brief review of the technologies for reproduction, including microfilm and optical disc technology.

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Paliouras, Eleni and Susan Richards, comps. Photographic Conservation: A Selected Bibliography, vol.2: 1981-1985, edited by Richard Schmidle. Rochester, NY: Rochester Institute of Technology, 1986. 18 pp. \$15.00.

The bibliography contains 78 annotated references to the major articles published between 1981-85, and also lists books and serial publications without annotations. Reprints of most of the articles listed are available from the T&E Center at Rochester Institute of Technology, One Lomb Memorial Drive, Rochester, NY 14523. This bibliography is one in a series published by the T&E Center.

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Preserving America's Performing Arts, ed. Barbara Cohen-Stratyner and Brigitte Kueppers. NY: Theatre Library Association, 1986. 167 pp.

The Theatre Library Association has published the papers by conservators and curators that were given at its Conference on Preservation Management for Performing Arts Collections held in Washington in 1982. They cover all aspects of the care, handling

and preservation of the materials found in such collections. In addition, many of the technical materials that were distributed at the conference are appended to the volume.

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Schofer, Ralph E. Cost Comparison of Selected Alternatives for Preserving Historic Pension Files. Washington, DC: NARA, June 1986. 52pp. (NBSIR 86-3335)

A cost-benefit study on the microfilming of records. Three alternatives were considered: continued hand retrieval of original paper documents, hand retrieval of microfiche copies of original documents, and automatic retrieval of microfiche copies. While microfilming reduces storage space and preserves information, the study demonstrated that by far the least expensive method of both preservation and access is continued hand retrieval of original paper documents in environmentally sound conditions.

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PEOPLE

Mid-Atlantic region archivists CHRISTOPHER BAER, Hagley Museum and Library; DAVID BEARMAN, Smithsonian Institution; and JAMES GREGORY BRADSHER, National Archives, have been awarded fellowships to support research on problems relating to the administration of modern documentation by the Bentley Historical Library, University of Michigan.

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KAREN DAWLEY PAUL, Archivist of the US Senate, has won a National Archives award for her pioneering work on records policy. She has been with the US Senate since 1982.

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SUSAN GOODMAN has been appointed Deputy Records Manager at the Albany County (NY) Hall of Records. She will be responsible for the daily operation of the records center storage facility.

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DEBORAH S. GARDNER, formerly archivist of the New York Stock Exchange, has been appointed Director of the new Center for the Study of Women in Business at Baruch College, City University of New York. STEVEN WHEELER has become the new archivist at the New York Stock Exchange.

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PHYLLIS BARR has been named Records Manager for the Parish of Trinity Church in New York City. For the past six years, she has been the Parish Recorder, Archivist and Trinity Museum Curator.

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BARBARA J. NISS has been named Archivist of the Mt. Sinai Medical Center. She was formerly with the Fiorello H. LaGuardia Archives.

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ALLEN KAPP, Micrographics Section Supervisor at the Delaware State Archives since 1970, has retired.

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THOMAS L. HOLLOWAK has been appointed City Archivist and Records Management Officer for Baltimore, Maryland.

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DOUGLAS M. HALLER has been appointed Archivist of The University Museum at the University of Pennsylvania in Philadelphia. Previously, he was Curator of Photographs at the California Historical Society Library in San Francisco.

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CORRECTION:

A "People" note in the last issue of maa indicated that DENIS MEADOWS and DEBORAH SHEA were employed at the Ford Foundation in New York City. In fact, ANNELIESE OSTENDARP and SHARON BISHOP LAIST have been appointed Assistant Archivists at the Ford Foundation. MEADOWS and SHEA are employed at the MIT Institute Archives.

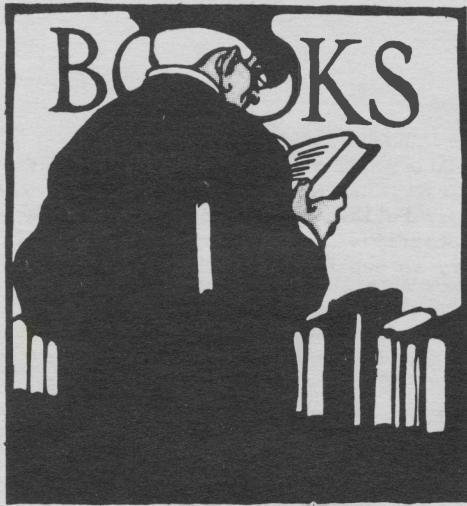
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ARCHIVIST'S QUERIE

The National Anthropological Archives is seeking information about the location of original documents in the US and Canada relating to anthropology (cultural, physical, and applied anthropology; linguistics; archaeology). Prepared finding aids to such collections will also be welcome. This information is to be compiled into a guide to archival material of anthropologists and anthropological organizations. Please contact James Glenn or Kathleen Baxter, NAA, Natural History Museum, Smithsonian Institution, Washington, DC 20560; telephone (202) 357-1976.

FLORIDA "ELF BILL" FAILS

In our attempt to cover the continuing efforts of archivists and friends to eliminate legal-size paper, we are sorry to report that a bill in the state of Florida to require all government agencies to adopt 8½" by 11" paper for all forms and correspondence has failed for the sixth consecutive year! The "ELF Bill" (Eliminate Legal Files) would have reflected an annual savings to state agencies of about 25% in paper and equipment purchases.



REFERENCE SHELF

Pennsylvania Power & Light Company: A Guide to the Records by Michael Nash, John Rumm and Craig Orr.

Now for the first time the records of a major electrical utility have been described and made available for research. Pennsylvania Power & Light Company: A Guide to the Records, published by the Hagley Museum and Library, provides a comprehensive description of the records of over 1,000 companies that consolidated over a 75-year period (1880-1955) to form the present-day utility. These merged companies included gas, arc lighting, incandescent lighting, electric power, electric transmission, steam-heating, water supply, coal-mining, real estate, and holding companies. Their extensive records document the history of the electrical power industry in eastern Pennsylvania. The collection traces the industry's tentative beginnings using Thomas Edison's direct current system; the battles that were waged between promoters of Edison's system and George Westinghouse's alternating current system; and the technological innovations that made possible the expansion of electric service beyond small urban centers, and facilitated the construction of a giant regional power network. The political conflicts between progressives and power companies over rural electrification and government regulation are also described. The roles played in that unfolding drama by engineers, inventors, entrepreneurs, workers, politicians, and consumers, are well documented.

The PP&L Guide has been compiled to make this important collection accessible to researchers. It describes each company, its history, and its records. Records are indexed by subject, place, and name. Available from Hagley Museum and Library, P.O. Box 3630, Wilmington, DE. 226pp. ISBN 914650-22-X (cloth) \$10.00.

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"Can State Archives Meet the Challenges of the Eighties? Four Recent Views on the Condition of American State Archives," by Edwin C. Bridges. ARMA Quarterly 20 (2): 15-21, April 1986.

This article summarizes four recent studies that addressed the status of archival activities throughout the country and concludes that state archival agencies can no longer adequately protect state historical records. The author suggests that archivists need to be more concerned with the entire life cycle of records, need to share resources on a national level, and need to be more aggressive in defining their roles. He also argues that increased leadership needs to be provided by agencies like NARA and NAGARA to promote more research and development in archival programs.

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"Study of the Archival Record and its Context: Meaning and Historical Understanding" by Walter J. Meyer zu Erpen has been published in the Association of British Columbia Archivists Newsletter, Vol. 12, no. 3 (Summer 1986), pp. 6-7. The newsletter's editor is Gary Mitchell, Records Management Branch, 865 Yates Street, Victoria, BC V8V 1X4.

* * * *

The Charles Babbage Institute (CBI), a research center and archival repository dedicated to the history of information processing has published a guide to its oral history collection. The guide lists over 140 interviews focused on computer and communications technology and their business and institutional contexts in the period since 1935. The interviews cover five general areas: technical development and management within the US computer industry; computing in academic institutions; the role of the US government in computer development; the international computing field; and the relations between mathematics and computing.

The introduction to the guide describes the general content of the collection, procedures followed in preparing the oral histories, and regulations and procedures for use of the collection. Each interview is abstracted, and information is provided about the availability of tapes and transcripts, copyright, and conditions on use. The guide also features a comprehensive index to proper names and other important subjects that are highlighted in the abstracts. Copies of the guide may be obtained from the Charles Babbage Institute, 103 Walter Library, University of Minnesota, Minneapolis, MN 55455. The cost is \$5.00 per guide (make checks payable to the University of Minnesota).

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SPRING 1987 MARAC MEETING
IN HISTORIC BALTIMORE

"The striking characteristics of the city are its brightness, clearness of sky, blue water, active harbour ... and homelike and hospitable traits of its people." The 1876 Stranger's Guide in Baltimore could still be used today. The harbor is again active; Harborplace, the symbol of the City's renaissance, boasts the US Frigate Constellation (launched here in 1797), the National Aquarium, and lively food halls. Situated near the Chesapeake Bay, Baltimore's beautifully restored neighborhoods link a historically rich past to a vibrant and lively major city. The Baltimore & Ohio Railroad Museum's spectacular 19th-century roundhouse complements the Museum of Arts' famed Cone Collection of impressionist works by Monet, Cezanne, Matisse, and Picasso. The houses of H.L. Mencken and Edgar Allan Poe testify to rich literary traditions. The old city markets, the Baltimore Orioles, and the Preakness preserve long traditions in the City. Archivists sated with history will be tempted by oysters on the half shell, tables piled high with steamed crabs, and a rich variety of ethnic foods.

The Spring meeting of MARAC will be held in the historic Belvedere Hotel, just a few blocks north of Mt. Vernon Place. This elegant nineteenth-century square boasts the stunning Peabody Library of the Johns Hopkins University and the Walters Art Gallery, considered one of America's great museums, with its large collection of works of art from ancient Egyptian times to the early 20th century. The nearby Maryland Historical Society has fine archival, library and museum collections dating from the founding of Maryland in 1634.

Washington's museums and research facilities are a short drive or train ride (from the restored Pennsylvania Station) away. In fact, the Stranger's Guide noted that "Washington City, by reason of the quickness of railroad communication ... is practically a suburb of Baltimore" (an attitude that persists among natives yet today).

Nearby Annapolis, the capital of Maryland and home of the new State Archives and the United States Naval Academy, overlooks the Annapolis harbor and the Severn River. From there, a trip across the five-mile long Chesapeake Bay Bridge brings one to the Eastern Shore, teeming with wildlife and skip-jacks, and the source of much of the nation's seafood.

Reserve May 7th through the 9th, 1987, for MARAC and Springtime in Baltimore.

-- Elizabeth Schaaf
Peabody Institute
of The Johns Hopkins University

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LIBRARY.

EMPLOYMENT OPPORTUNITIES

ASSISTANT ARCHIVIST, Thomas Jefferson University. Opportunity to participate in developing and organizing a medical university archives. Assist in the inventory, arrangement, description and preservation of existing collection; also participate in the creation and institution of the university's archival policies and program. Requirements: Master's degree with training in archives administration, a minimum of two years of archives experience and an interest and ability to work with researchers. Salary negotiable. Applications should be sent to Robert T. Lentz, Archivist, Thomas Jefferson University, 11th and Walnut Streets, Philadelphia, PA 19107.

* * * *

CURATOR OF MANUSCRIPTS, New Jersey Historical Society. Responsible for actively acquiring institutional records and personal papers and expanding the collections program of the institution. Duties include the processing of collections. The curator assists researchers and others in the use of manuscripts materials, and works a Tuesday-Saturday schedule. Salary: \$18,000 minimum depending on qualifications, plus liberal benefits. Minimum qualifications: M.A. in American history with archival experience; Ph.D. in history with M.L.S. desirable. Send letter of application, resume, and names and telephone numbers of three references to: Sarah Collins, Director, New Jersey Historical Society Library, 230 Broadway, Newark, NJ 07104.

* * * *

ARCHIVIST/HISTORIAN, American Society for Microbiology. Develop and manage scientific archives located at the University of Maryland Baltimore County. The archivist reports to the Chairman of the Archives Committee and is responsible for the acquisition, organization, and description of collections and assisting researchers in the use of materials. In particular, the archivist will execute an NHPRC-funded project to design and implement a computer-based inventory of the archives' collections. In addition, in cooperation with library staff, the archivist will maintain and improve the 5,000 volume book collection housed in the library's Special Collections Department. Works with ASM headquarters to develop disposition schedules for material to be sent to the archives. Assists in the preparation of exhibits. Performs reference functions, including preparing histories and reports, for society officers and members. Qualifications: ALA accredited M.L.S. or M.A. in History or History of Science, with training in archival administration, principles and practices required. Writing and oral communication essential. One or more years professional experience strongly desired. Experience in grant writing as well as undergraduate work in sciences, preferably microbiology. Knowledge of microcomputing required; knowledge of archival automation and the history of science or medicine desirable. Starting salary: \$10

per hour. Submit a complete resume and the names and addresses of three references to Dr. Donald E. Shay, Chairman, ASM Archives Committee, 205 Hilltop Road, Linthicum, MD 21090. AA/EOE.

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SUPERVISOR, RECORDS MANAGEMENT, South Carolina Department of Archives and History. The position is responsible for supervising and implementing a comprehensive records management program for all agencies of state government. Duties will include supervising eight persons in the preparation of records retention schedules, identifying permanently valuable records, arranging for their transfer to the state archives for permanent retention, and conducting records management workshops. Supervisor will also have direct responsibility for the operation of a state records center with record storage capacity of approximately 100,000 cubic feet of records. The person filling this position must have a baccalaureate degree, preferably in history or archives-related fields, or business administration with a minor in history, and a minimum of four years direct experience in records management or archival administration. Salary range is \$23,911-\$33,892. Interested persons should submit a written application including a transcript of college grades, mailing address, and telephone number to: Director, South Carolina Department of Archives and History, P.O. Box 11669, Columbia, SC 29211. Application deadline is October 15.

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ASSOCIATE DIRECTOR, Joint Collection - University of Missouri Western Historical Manuscript Collection - State Historical Society of Missouri Manuscripts (St. Louis Campus). Basic responsibilities are: to acquire manuscripts desired by the St. Louis campus and the State Historical Society; to direct the manuscript library on the St. Louis campus; to direct operational, financial and personnel activities of the Joint Collection; and to direct the acquisition, processing and maintenance of the archives. Must have capacity to work effectively with faculty, scholars, students, staff and general public. Supervision received from the director of the Joint Collection. Qualifications: M.A. in history, political science, library science or related field, or an equivalent combination of education and experience. A Ph.D. in history desirable. Must have at least three years manuscript/archival experience. Salary range: \$23,400-\$26,000. University of Missouri benefits package. Application deadline: November 7. Send letter of application, resume, and names and addresses of at least three references to: Dr. James W. Goodrich, Director, Western Historical Manuscript Collection, 2 Elmer Ellis Library, University of Missouri, Columbia, MO 65201. EOE/AA.

* * * *

ASSISTANT DIRECTOR, Historical Society of Western Pennsylvania. A private, regional historical agency

with new emphasis on outreach seeks energetic archivist with archival/library management experience to head Library and Archives Department, supervise staff and volunteers, participate in exhibit planning and overall administration. Interest in urban, industrial, labor, ethnic, and family history helpful. January 1, 1987 opening. Salary range: \$17,000-\$18,000 plus benefits. Send resume with cover letter to: John A. Herbst, Executive Director, Historical Society of Western Pennsylvania, 4338 Bigelow Boulevard, Pittsburgh, PA 15213.

* * * *

ASSISTANT HEAD, Historical Collections, Bridgeport Public Library. Serve in active, growing local history department and special collections for Connecticut's largest city. Help promote expanding community history program. Department contains book collection in history and genealogy, archives and manuscripts, newspapers, photographs, maps, prints, and a special collection on circus and P.T. Barnum. Subject areas include black, ethnic, labor and business history. M.L.S. required; history degree desirable. Knowledge of manuscripts processing and experience with original historical materials required. Knowledge of computerization helpful (department is implementing MARCON software). City residency must be established within six months after appointment. Salary: \$25,203. Apply by October 31 to: Les Kozerowitz, Assistant City Librarian, Bridgeport Public Library, 925 Broad Street, Bridgeport, CT 06604. EOE.

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ARCHIVIST, GS-1420-08, Cadet Library, United States Military Academy. Assists the Chief of the Archives in carrying out the responsibility for the proper functioning of the archives, which includes the official records (dating back to 1802) of the academy's history and that of the Corps of Cadets and West Point. Minimum Qualification Requirements: Applicants must possess either A or B:
 A. A full 4-year course in an accredited college or university which has included or been supplemented by 18 semester hours in the history of the United States or in American political science or government or a combination of these, and 12 semester hours in any one or any combination of the following: history, American civilization, economics, political science, public administration or government, OR; B. Courses in an accredited college or university as described in A above, plus additional appropriate education or experience which, when combined, have provided the candidate with the substantial equivalent of A above. In addition to the above, candidates must have had one and one-half years of either professional experience or graduate education (or an equivalent combination of both) in archival science or in a directly related field of work. Starting salary: \$19,740. To apply: the Office of Personnel Management, New York, will be accepting applications through October 31. Submit completed Personnel Qualifications Statement,

Standard Form 171, to Office of Personnel Management, New York Area Office, 26 Federal Plaza, Room 2-100, New York, NY 10278. Applications may be obtained by writing to that office or by writing or calling the United States Military Academy, Civilian Personnel Office, West Point, NY 10996-1995; (914) 938-3039.

* * * *

COLLEGE ARCHIVIST/SPECIAL COLLECTIONS LIBRARIAN, Dickinson College. Founded in 1773, Dickinson College seeks a creative, energetic archivist/librarian to assume responsibility for its Archives and Special Collections Department housing historic and contemporary records from all divisions of the College plus rare books, photographs, and over 400 manuscript collections. This position involves continuing collection development and preservation, work with the Friends of the Library, provision of direct services to faculty and students through a busy instruction program, liaison with several academic departments, and active participation in the collegial management of the entire library. MA in History and ALA accredited MLS highly desirable, or advanced degree in history with significant archival experience. Salary \$22,000-\$23,000 or higher depending on qualifications. Full benefit package. Available July 1, 1987. Send letter of application, vita and three letters of recommendation (or university placement file) to Annette LeClair, Chairperson, Department of Library Resources, Dickinson College, Carlisle, PA 17013. Closing date: February 1. AA/EOE.

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LIBRARY FACULTY, Virginia Commonwealth University. Initial appointment as Interim Head, Special Collections and Archives departments, through June 30th, 1988. Responsibilities: administers the Special Collections and Archives departments at VCU. Directs staff; sets priorities; formulates policies; implements procedures. Responsible for selection of books, manuscripts, and artifacts; works with external affairs officer to solicit donations. Implements the VCU records management program and administers the University archives. Sets and monitors department budget; prepares grant proposals. Reports to the Director of University Library Services. Qualifications: required: ALA accredited MLS; preferred: progressively responsible administrative experience in an archives or special collections department, preferably in an academic library. Knowledge of USMARC-AMC format and computer applications for archives, of preservation techniques, and of records management. Ability to work well under pressure; excellent interpersonal skills and oral and written communication skills; record of professional achievement. Salary: minimum \$28,000. To apply: submit resume and three current references to Dr. William J. Judd, Director, University Library Services, Virginia Commonwealth University, Box 2033, Richmond, VA 23284-0001. Deadline: November 7, or until a suitable applicant is found. EOE/AA. Women and minorities are encouraged to apply.

Brother Denis Sennett
MARAC Secretary
Friars of the Atonement Archives
Graymoor
Garrison, NY 10524

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200514
Lauren Brown
Hist. MSS. & Archives Dept.
McKeldin Library
University of Maryland
College Park, MD 20742

TIME VALUE MAIL

This newsletter was mailed
the week of October 6th.



ISSN: 0738-9396

The mid-atlantic archivist (maa) is the quarterly newsletter of the Mid-Atlantic Regional Archives Conference (MARAC). MARAC membership includes all interested individuals who live and work in the seven states of New York, New Jersey, Pennsylvania, Maryland, Delaware, Virginia, and West Virginia; and the District of Columbia. MARAC seeks to promote the professional welfare of its members; to affect cooperation amongst individuals concerned with the documentation of the human experience; to enhance the exchange of information between colleagues working in the immediate regional area; to improve the professional competence of archivists, curators, of textual, audiovisual and related special research collections, and records managers; and to encourage

professional involvement of persons actively engaged in the preservation and use of all types of historical research materials. Individual yearly membership dues are \$10.00. The dues year is from October 1 through September 30. Membership is not open to institutions, but institutions may purchase yearly subscriptions to maa for \$10.00. Requests for back copies of maa (\$1.25 each copy) and membership applications should be addressed to: Brother Denis Sennett, MARAC Secretary, Friars of the Atonement Archives, Graymoor, Garrison, NY 10524.

Items submitted for maa publication should be typed and double-spaced. Send material to: Ronald L. Becker, Department of Special Collections and Archives, Alexander Library, Rutgers University, New Brunswick, NJ 08903; telephone (201) 494-6447 home. Deadlines are the first of March, June, September and December.

Advertising rate cards and mechanical requirements for ad copy may be obtained from: Leslie Hansen Kopp Production Editor, maa, 752 West End Avenue 17K, New York, NY 10025.

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